



Weare Public Library

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Board of Trustees

Raymond J. Kelly, Chairman

Susan Morin, Treasurer

Terri Wahnowsky, Secretary

Paul Marsh, Alternate

Jill Tacy, Alternate

Christine Hague, Director

Board of Trustees Meeting Minutes

Thursday, December 3, 2009

Present: Susan Morin and Terri Wahnowsky, Trustees; Paul Marsh and Jill Tacy, Alternate Trustees; Christine Hague, Director.

The meeting was called to order at 6:35 p.m.

Acceptance of Minutes:

Treas. Morin moved to accept the minutes of the November 5, 2009 meeting, Alt. Marsh seconded and all were in favor.

Public Hearing:

A public hearing came to order at 6:50 p.m. to accept \$1,033.64 in funds from donations and unanticipated income (see table below). This amount includes \$566.04 from Heleen Kurk who said in a letter to "use it either to extend the amount by using it for a grant you might otherwise not be able to get, or for a purpose other than what your budget should be used for." The Trustees voted to use the money to fix the grandfather clock. Secy. Wahnowsky moved to accept the funds, Alt. Marsh seconded and the hearing closed with all in favor at 6:53 p.m. Alt. Marsh suggested a thank you note be sent to Ms. Kurk from the Trustees.

Reports:

Director's Report

Dir. Hague's November 2009 Report to Trustees was reviewed and discussion ensued on the structural deficiencies of the Paige Room. Dir. Hague reported that she and Chip Meany found documentation dating back to 1991 indicating the need for reinforcement of the Paige Room floor and a proposal from Chicoine builders to do the work. This proposal was declined then by the trustees and building committee who felt the cost was too high. Other documents revealed one steel beam was installed by Colburn-Farmer only in areas under the stacks at that time. Structural engineer John Turner of Criterium Turner visited the library again on December 1. In an email to the Trustees, Dir. Hague wrote that he said, "...in his opinion, the best way to reinforce the area of greatest concern would be from above. He recommended that we open the floor in the Paige Room to install a beam in the area where the old stairwell went down. There will be other remediation necessary, and all of it will be presented in a schematic he hopes to deliver next week."

Old Business:

2009 Finances

A review of 2009 finances found money left in operating and special accounts – enough to make the final purchases for the year and to award staff bonuses as follows: \$25-gift certificates for eight support staff members; \$50-gift certificates for two showing exemplary service. In addition, the assistant librarian will receive 30 hours of her salary and the director will receive 38 hours of her salary. The total cost of bonuses is \$1703.65, \$1403.65 of which will come from the operating budget, \$300 from fax/book account. Bonuses will be awarded Dec. 31 or immediately following the discharge of all other fiscal responsibilities for the year. The Trustees wish to thank all employees for their dedicated service and commitment to the patrons of the library.

Review Gross Budget

December donations probably will not be spent in December and need to be added to the gross budget for 2010.

Dir. Hague suggested amending the donations/income generating equipment for supplies/books to \$2,000, and the

Jones Memorial Fund for library development to \$6,000. Treasurer Morin made a motion to accept these amendments, Alt. Marsh made a second motion and all were in favor.

New Business:

Annual Report

Dir. Hague prepared the 2009 annual report and presented it to the Trustees to review. Alt. Marsh recommended amending language in the second paragraph to read, "At the close of 2009, we had () items in our collection. This is 40% below the recommended number for a library in a town of Weare's size, and as a result, an increasing number of patrons *are paying* to use *other* libraries with programs and a collection not available in the town where they pay taxes." No other changes were suggested.

Bookkeeper

The Trustees received a letter from bookkeeper Ann Ludders announcing her retirement at the end of February 2010 and offering to assist her replacement during the month of March if necessary. Dir. Hague asked Trustees their opinion about posting the position and said she would check with the insurance company regarding posting rules for a contracted service.

Meeting adjourned at 8:15 p.m.

Next Meeting

January 7, 2010 at 6:30 p.m.

Terri Wahnowsky
Secretary

Weare Public Library

Hearing to Accept Donations and Unanticipated Income

Dec. 3, 2009

Source	Purpose	Amount
Income generating equipment	Books, supplies	\$ 40.00
Gift- Keith and Deborah Lion		\$ 250.00
Gift - Heleen Kurk	clock repair, grant match	\$ 566.04
Gift- Burke 50th Anniversary	books	\$ 135.00
Book repl.	book	\$ 12.60
Book donation money	Books, supplies	\$ 30.00
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		\$1,033.64